DOCUMENT RESUME

ED 350 383 CE 060 944

AUTHOR	Bonnot, Lois; And Others
TITLE	Certified Nurse Assistant Certification Examination Test Booklet.
INSTITUTION	Quality Training Specialists, Inc., Climax Springs, MO.
SPONS AGENCY	Missouri State Dept. of Elementary and Secondary Education, Jefferson City. Div. of Vocational and Adult Education.
PUB DATE	[92]
NOTE	120p.; For a related document, see CE 060 945.
AVAILABLE FROM	Instructional Materials Laboratory, University of Missouri, 2316 Industrial Drive, Columbia, MO 65202.
PUB TYPE	Tests/Evaluation Instruments (160)
EDRS PRICE	MF01/PC05 Plus Postage.
DESCRIPTORS	Allied Health Occupations Education; *Certification; Licensing Examinations (Professions); Multiple Choice Tests; *Nurses Aides; Postsecondary Education
IDENTIFIERS	Missouri

ABSTRACT

This document contains four certification examinations (Forms A-D) for a certified nurse assistant in Missouri. Each of the four test booklets contains general instructions for completing the information section of the answer sheet, general instructions for taking the certification examination, and 100 questions. All test problems are in a multiple-choice format: some are questions, some are complete-the-blank, and some are story problems. (NLA)

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CERTIFIED NURSE ASSISTANT

CERTIFICATION EXAMINATION

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TEST BOOKLET

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CERTIFIED NURSE ASSISTANT

CERTIFICATION EXAMINATION

TEST BOOKLET

FORM A

DO NOT OPEN THIS TEST BOOKLET UNTIL YOU ARE TOLD TO DO SO.

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DEVELOPED BY QUALITY TRAINING SPECIALISTS, INC.

NURSE ASSISTANT CERTIFICATION EXAMINATION

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GENERAL INSTRUCTIONS FOR COMPLETING INFORMATION SECTION OF THE NCS ANSWER SHEET

TO BE READ BY TEST ADMINISTRATOR.

OPEN YOUR TEST BOOKLET TO PAGE i AND FOLLOW ALONG.

1. Use #2 pencil. DO NOT USE INK OR A BALL POINT PEN.
2. In the space provided, print last name, first name and middle initial. Skip a space between names and middle initial.
3. Blacken the circle for each letter of the name and middle initial.
4. Blacken the circles on the first row for skipped spaces.
5. Blacken the circle to identify sex.
6. Blacken the circle to indicate grade completed. Individuals having a GED should darken the grade 12 circle.
7. Blacken the circle indicating the month of your birthdate.
8. Write in the day and the last two digits of the year of your birthdate. If the date is a single digit, precede it with an "0". Blacken the appropriate circles.
9. Use your social security number as identification number in blanks A-L and darken the appropriate circles.
10. Skip a space and write in the Test Form Number found on the front of your test booklet in blanks K-P. (Example: 391001)
11. When marking on the answer sheet make heavy black marks that fill the circle completely.

TURN TO THE NEXT PAGE ON GENERAL INSTRUCTIONS FOR TEST TAKING.

WHEN YOU HAVE READ THE INSTRUCTIONS LOOK UP SO THAT I WILL KNOW THAT YOU ARE READY TO GO ON. IF YOU HAVE ANY QUESTIONS, PLEASE ASK THEM WHEN EVERYONE HAS READ THE INSTRUCTIONS. NO QUESTIONS WILL BE ANSWERED AFTER YOU HAVE BEGUN TAKING THE EXAMINATION.

GENERAL INSTRUCTIONS FOR TAKING THE CERTIFICATION EXAMINATION

YOU HAVE TWO HOURS TO COMPLETE THIS EXAMINATION

Try to answer all of the questions. Do not go too fast but do not spend too much time on any one question. You should have enough time to check your answers.

Record the answers on a separate answer sheet. DO NOT MARK IN THIS TEST BOOKLET.

EXAMPLE:

1. The power source for a circulating mattress is

   a) air.; b) electricity.; c) gas.; d) water.

A	B	C	D	E
(1)	(2)	(3)	(4)	(5)

The answer is "b", so the circle below the "b" is blackened.

A	B	C	D	E
(1)	●	(3)	(4)	(5)

IMPORTANT!!

1. Use a #2 pencil.
2. Do **NOT** use a ballpoint pen.
3. Find the row of circles which is the same number as the question you are answering.
4. Find the circle which corresponds to the answer you have selected and blacken that circle.
5. Make heavy black marks that fill the circle completely.
6. Blacken only one response circle for each question.
7. Erase cleanly any answer you wish to change.
8. Make no stray marks on the answer sheet.
9. Fold the pages of the test booklet so only one page is visible. Put your answer sheet close to the question being answered.

DO NOT TURN TO THE NEXT PAGE UNTIL YOUR EXAMINER TELLS YOU.

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1. When washing hands the wrists should be

   a) higher than elbows.
   b) same level as elbows.
   c) above the elbows.
   d) lower than elbows.

2. Which precaution should you take to keep an elderly resident from choking?

   a) Allow the resident time to chew and swallow the food.

   b) Ask the resident how they like their food cut.

   c) Encourage the resident to eat cold foods before hot foods.

   d) Mix solid foods with liquid foods.

3. Another way to say a resident is sweating is to say he/she is

   a) dilating.
   b) palpatating.
   c) perspiring.
   d) swelling.

4. If a glass holds 150 cc and a bowl holds 180 cc what is the resident's total intake if they had 3 glasses of milk and only a half bowl of soup?

   a) 375 cc
   b) 450 cc
   c) 540 cc
   d) 600 cc

5. Mr. Jones has an order to "force fluids". This means you should

   a) give him large amounts of fluids every time you go to his room.

   b) insert an N-G tube and give 3 cans of Ensure.

   c) place fluids within his reach and offer small amounts frequently.

   d) reward the resident for drinking pitchers of water.

6. Defecation is the

   a) passing of loose, watery stools.
   b) passing of stools.
   c) process by which food is broken down.
   d) wave-like movements of the intestine.

7. Food is composed of nutrients which include all of the following **EXCEPT**

   a) acids.
   b) carbohydrates.
   c) protein.
   d) vitamins.

8. Residents sometimes require a special diet which is ordered by the physician. A resident who has been vomiting and is nauseated may be switched to a _____ diet until recovery.

   a) liquid
   b) non-fat
   c) non-cholesterol
   d) soft

9. Occasionally, a resident's condition warrants receiving a commercially prepared liquid diet through a N-G tube. This tube goes from the nose into the

a) bowel.
b) liver.
c) small intestine.
d) stomach.

10. You are assigned to Mrs. Carr, a diabetic, who likes to make frequent trips to the snack machine. She also eats other residents' desserts. This behavior should be discouraged because she

a) cannot digest the desserts.
b) is on a controlled diet for sugar.
c) is spending too much money on snacks.
d) is stealing from others who need their desserts.

11. When serving a meal, you check the temperature and find the food is cold. You should

a) ask the resident if he/she wants to keep the tray.
b) return the food to the kitchen and request a warm tray.
c) save the tray for the staff to eat later.
d) serve the meal anyway.

12. If the resident does not appear to be eating any of his/her meal, you should

a) encourage the resident to eat by offering assistance.

b) obtain an adaptive device from dietary to feed the resident.

c) remove the tray promptly and offer it later.

d) tell the resident someone else will eat their food.

13. Mrs Jones, a blind resident, is being served her tray. The nurse assistant should

a) encourage her to feel for the items on her tray to promote independence.

b) have her eat beside another resident who can tell her where items are located.

c) identify where the food and utensils are located on the tray in a clockwise manner.

d) serve her last because she will have to be spoon fed.

14. Meals served to a resident in isolation should be served

a) according to the facility's infection control policy.
b) family style to reduce contamination.
c) last to protect others.
d) on china dishes.

15. When feeding a resident who needs assistance, the nurse assistant should do all of the following **EXCEPT**

a) arrange food so resident can reach it.

b) hurry the resident to eat.

c) offer to cut up the food and butter the bread.

d) serve small bites, identifying the food to the resident.

16. The **FIRST** part of the body to be bathed in a complete bed bath is the

a) ears.
b) eyes.
c) face.
d) nose.

17. You are assigned to give a resident a complete bath. The correct procedure for washing the resident's arms is to

a) give fingernail care before washing the arm.
b) place the arm in a basin of water.
c) wash arm farthest from you first.
d) wash arm nearest you first.

18. Which of the following is essential when giving a complete bed bath?

a) Give back rub using cool lotion.
b) Provide privacy by closing the door.
c) Send other staff for bathing supplies.
d) Wash perineal area first.

19. To prevent the spread of infection, which of the following should you follow when shaving a resident with an electric razor?

a) Apply antiseptic if the skin is nicked.
b) Lather the beard with shaving cream.
c) Sanitize the razor head before and after use.
d) Shave upward over the cheek and chin.

20. You have been assigned to assist Mr. Ralph White with a tub bath. While in the tub he says to you, "I feel faint." Your FIRST action would be to

a) drain the water out of the tub.
b) have him lean his head forward.
c) instruct him to lay back in the tub.
d) pull the emergency call light.

21. The **FIRST** step of any procedure is

a) assemble equipment.
b) cover resident with bath blanket.
c) provide privacy.
d) wash hands.

22. Mrs. Murray becomes faint during a shower. Your first action is to

a) call for help as you turn off the water.
b) cover with bath blanket and have her sit down.
c) have her sit down and go for help.
d) lower her head between her knees.

23. An occupied bed is one that

a) has a resident lying in it.
b) has been placed in isolation.
c) is ready for an admission.
d) is ready to be changed.

24. All of the following are observations to make and report when giving oral hygiene to a resident **EXCEPT**

a) food particles in the mouth.
b) ill-fitting dentures.
c) loose or broken teeth.
d) sores or white patches in mouth.

25. Oral hygiene for the helpless resident who has no teeth includes

a) brushing gumline with a moistened toothbrush.

b) cleaning the tongue and inside surfaces of the mouth with a wet cloth wrapped around a tongue depressor.

c) cleaning the tongue and inside surfaces of the mouth with a wet cloth wrapped around your finger.

d) gargling with mouthwash and rinsing with clear water.

26. Which of the following statements **BEST** describes the purpose for oral hygiene?

a) Complete personal care assignment.
b) Improve the appearance of a resident.
c) Prevent infections of the mouth.
d) Provide interactions with the residents.

27. A back rub should be given

a) until the lotion is absorbed.
b) until the resident says, "that's enough".
c) when ordered by the doctor.
d) when you have nothing else to do.

28. Observations to make when giving peri care include all of the following **EXCEPT**

a) any redness or irritation.
b) any unusual discharge or odor.
c) decreased hair growth.
d) open sores.

29. All of the following are important observations which the nurse assistant makes when giving hair care **EXCEPT**

a) excessive dandruff and dry scalp.
b) length of hair.
c) sores and redness of the scalp.
d) swollen areas.

30. The purpose of nail care is to prevent

a) cuts/scratches from long nails.
b) skin breakdown.
c) softening of nail beds.
d) tenderness and callouses.

31. The resident's clothes should be

a) adaptable for their condition.
b) changed only on bath days.
c) one size fits all.
d) selected only by family members.

32. Mr. Malone has had a stroke leaving him paralyzed on the right side. You assist him in putting on a front-button shirt by helping him to place

a) both arms into the shirt at the same time.
b) the shirt under his back before inserting his arms.
c) the strong arm into shirt first.
d) the weak arm into shirt first.

33. Activities of personal care for the resident include

a) bathing, bedmaking, shaving and hair care.
b) daily contact with other residents.
c) daily exercise to keep muscles firm.
d) going to the dining room for meals.

34. Urine and feces should be washed off a resident's skin promptly to

a) increase the resident's self-esteem.
b) prevent skin breakdown and decrease odor.
c) prevent skin discoloration.
d) prevent the spread of infection and disease.

35. Residents need 2 - 3 quarts of fluids per day to maintain hydration. Fluids should be given

a) between 7:00 am and 5:00 pm to include all meals.

b) between 7:00 am and 7:00 pm to prevent getting up at night.

c) only at meal time so they can be monitored.

d) with snacks so they can get extra nourishment.

36. To obtain a stool specimen , you should

a) assist the resident on the bed pan or place a specimen pan in the toilet.

b) carry the specimen uncovered to the charge nurse.

c) instruct the resident to call you after he/she has had a bowel movement in the toilet.

d) tell the resident they need the specimen for a serious test.

37. When snacks are passed, the nurse assistant should encourage the resident to eat them because snacks

a) increase peristalsis of the bowel.
b) maintain a healthy heart.
c) prevent insomnia.
d) promote hydration and nutrition.

38. The best way to move a resident to one side of the bed is to

a) climb on the bed and move the resident.

b) slide the resident on his/her abdomen.

c) stand on the side of the bed you are moving the resident toward.

d) tell the resident to move themselves over.

39. When positioning a resident confined to the bed you should maintin good body alignment by

a) changing their postion every five hours.
b) elevating the foot and head of the bed.
c) placing the resident in the fetal position.
d) using supportive devices.

40. Mrs. Blue is chronically incontinent. She should

a) be encouraged to eat large amounts of food.
b) be encouraged to establish a schedule herself.
c) receive good peri care and be changed often.
d) receive medication to control her bladder.

41. Ms. Winer is seated in her wheelchair in the activity room. She has slipped down in the chair leaving her body in poor alignment. She is calling out for help. All of the following would be your actions **EXCEPT**

a) tell her what you are going to do.

b) allow her arms to dangle to her sides.

c) on the count of three, pull her up and back into the chair.

d) position her feet on the wheelchair foot rests.

42. When assisting Mary Jones out of bed, you should assist her to a dangling position because she

a) may be partially asleep.
b) needs to get her balance to prevent dizziness.
c) needs to get into position to pivot.
d) needs to put on her slippers.

43. You are transferring Mr. Wakefield, a helpless resident, from the bed to a chair. After dangling him, you should

a) ambulate him to the chair.
b) have him dangle while you go for assistance.
c) lift him off the bed on to the chair.
d) use a pivot turn when transferring him.

44. You have been asked to ambulate Mr. Winer. You should encourage him to

a) go barefoot.
b) wear shoes or slippers with rubber soles.
c) wear shoes that are not tied.
d) wear socks only.

45. Which of the following statements **BEST** defines hyperextension?

a) Bend backwards.
b) High blood pressure.
c) Over straightening.
d) Rapid pulse.

46. All of the following are reasons to give range of motion exercises **EXCEPT** to

a) maintain muscle strength.
b) prevent contractures.
c) prevent stiffness and deformities.
d) show the resident that you have control.

47. All of the following are the nurse assistant's responsibilities in ambulating a resident **EXCEPT** to

a) ambulate the resident in an uncluttered area.
b) continue ambulating even if the resident complains.
c) use good body mechanics.
d) watch out for slippery floors or shoes.

48. Which of the following is **NOT** a complication of immobility?

a) Cystitis
b) Pressure sores
c) Contractures
d) Impaction

49. Which of the following statements **BEST** defines Reality Orientation?

a) Techniques used in bowel and bladder retraining.
b) Techniques used to become aware of our world.
c) Techniques to determine one's feelings.
d) Techniques used to rid the body of wastes.

50. Mr. Luster has completed his morning exercises. His respirations are normal if they are

a) deep, noisy, and 16 respirations per minute.
b) deep, slow and 10 respirations per minute.
c) shallow, quiet, and 24 respirations per minute.
d) quiet, regular, and 18 respirations per minute.

51. Mr. Wakefield had a stroke which affected his right side including his right arm. It would be **BEST** to take the blood pressure in the

a) left arm.
b) left leg.
c) right arm.
d) right leg.

52. Those residents **MOST** likely to get decubitus ulcers are

a) Alzheimers residents in early stages of the disease.
b) any resident in a long term care facility.
c) elderly, incontinent, and paralyzed residents.
d) restless residents that turn a lot in bed.

53. To keep a resident comfortable who is receiving oxygen, the nurse assistant should

a) change position frequently.
b) check for irritation from the mask or cannula.
c) check flow meter every hour.
d) do nothing because the resident is conscious.

54. Vital signs are defined as

a) blood pressure and pulse only.
b) temperature, pulse, respirations, and blood pressure.
c) temperature, weight, height, and age.
d) weight, height, size of clothing, and age.

55. The nurse assistant is considered a professional who has all of the following qualities **EXCEPT**

a) dresses appropriately for the job.
b) knows the importance of staying in good health.
c) reports to work a few minutes late consistently.
d) takes pride in his or her personal appearance.

56. Which of the following statements **BEST** describes the term abuse?

a) Accidentally running over a resident's toes with another wheelchair.

b) Failing to get a sick resident to eat all of their food at mealtime.

c) Shaming a resident who spits out their food.

d) Thinking about stealing a resident's goods.

57. A responsibility of the nurse assistant in preparing for the new resident would be

a) complete the plan of care.
b) greet the resident warmly and introduce yourself.
c) notify the Administrator of the facility.
d) notify the local news paper.

58. All of the following nursing measures are appropriate in caring for a resident who is experiencing confusion **EXCEPT**

a) create a calm atmosphere.
b) explain what you are going to do.
c) introduce yourself and call the resident by name.
d) talk about the other staff members.

59. Which of the following statements is **NOT** a Resident's Right? The resident has the right to

a) be treated with consideration, respect, dignity and with privacy in care of his or her personal needs.

b) communicate with persons of his or her choice and to send and receive personal mail unopened.

c) keep and use personal clothing and possessions as space permits.

d) a private room, nurse and telephone, at no extra charge.

60. A resident's care plan is

a) completed at the resident council meeting.
b) individualized based on resident needs.
c) ordered by the doctor and placed in the chart.
d) used only by the licensed personnel.

61. Mr. Emery has just emptied all his dresser drawers on the floor. He is angry because he cannot find his billfold. The nurse assistant should

a) call housekeeping to put the clothes back in the drawers.

b) leave the clothes on the floor.

c) tell him you are sorry he lost his billfold and help him look for it.

d) laugh at the mess he made.

62. Which of the following statements shows how to organize your work when you come on duty?

a) Insist on doing all of your own work, so you can get done fast and have an extra coffee break.

b) Make rounds on your assigned areas, use your work sheet and communicate with charge nurse and co-workers as you work.

c) Since you worked yesterday you know all your resident's needs, therefore you do not have to take reports from anyone.

d) You were ten minutes late so the best thing to do is just get right to work.

63. Residents' restraints should be released every

a) four hours.
b) shift.
c) thirty minutes.
d) two hours.

64. When caring for a resident, you should use the following safety measures **EXCEPT**

a) check eyeglasses for cleanliness and make certain the resident wears them.

b) lock brakes of wheelchairs and shower chair when not being moved.

c) place the call light within reach of resident.

d) select restraints that restrict the resident.

65. You are charting on a resident's chart and make an error. Which one of the following examples is the procedure for correcting the error?

a) Draw one line through the error, write the word "error", and place your initials by it.

b) Erase the error and write in correct information.

c) Mark several lines through the error and sign your first and last name.

d) Scratch out the error and keep charting.

66. When talking with a resident, the nurse assistant should

a) give the resident time to give an answer.
b) give your own opinion about the subject.
c) just pretend to listen.
d) speak very loud because residents are hard of hearing.

67. You are working with an unconscious resident. Another nurse assistant enters the room to assist you. You should

a) discuss other residents on the unit.
b) discuss the poor facility staffing.
c) realize the resident may hear what you are saying.
d) talk about plans for the weekend.

68. All of the following are observations you should make if the resident is having a seizure **except** the

a) position the body was lying in.
b) resident was incontinent.
c) seizure was generalized.
d) time the seizure started and how long it lasted.

69. If an earthquake occurs the **BEST** action of the nurse assistant whould be to

a) give the residents a candle to light as soon as the shaking stops.

b) have the residents take cover under a heavy object.

c) move all of the residents near the outer walls of the building.

d) move all of the residents outside.

70. Which of the following is **NOT** an infection control measure?

a) Do not reuse disposable items.
b) Keep transfer belts clean.
c) Place used linen in a hamper or bag, not on the floor.
d) When carrying linen, hold it tightly against your chest.

71. Which of the following would **NOT** be measured as oral intake?

a) Broth
b) Ice cream
c) Jello
d) Oatmeal

72. A bath should be given to the resident

a) as often as needed.
b) bi-monthly.
c) one time a week.
d) two times a week.

73. When caring for dentures, the nurse assistant should

a) keep dentures in a dry denture cup when not in the mouth.
b) label denture cup with resident's name.
c) use hot water to clean item before storing.
d) wear rubber gloves when cleaning dentures.

74. Peri care for the male resident who has not been circumcised includes

a) pulling the foreskin over the tip of the penis, cleansing the tip of the foreskin and retracting the foreskin.

b) retracting the foreskin, cleansing the tip of penis and returning the foreskin over the tip of the penis.

c) using sterile gloves to prevent contamination.

d) washing the buttocks from back to front.

75. After administering an enema to a resident, it is important to

a) call the doctor and report accurate results.
b) note characteristics of the stool and cleanse peri area.
c) report the results at change of the shift.
d) wash your hands, but not the resident's.

76. Incontinent residents need frequent perineal care to prevent

a) bladder retention.
b) liver infection.
c) skin breakdown.
d) urethral damage.

77. Which of the following statements **BEST** defines A.D.L.?

a) Activities developed in long term care.
b) Activities of daily living.
c) Always develop life.
d) Attitudes developed lovingly.

78. The **MOST** common site to obtain a pulse is

a) at the wrist - radial.
b) on the chest - apical.
c) over the forehead - temporal.
d) under the knee - popliteal.

79. When you suspect an early decubitus, you should

a) not be too concerned the first time.
b) note the location, condition of skin, and report.
c) turn the resident to opposite side and leave.
d) watch the area during your shift.

80. Having observed a case of abuse or neglect, the nurse assistant should

a) call the doctor.
b) inform the family.
c) notify the charge nurse.
d) tell another nurse assistant.

81. Mr. Jones is very combative today. He tries to hit you when you offer to get him up in a chair. You should

a) leave and report the incident to the charge nurse.
b) tease him into a good mood.
c) tell him he has to get up right now.
d) tell him he is mean.

82. Which of the following is **NOT** a basic guideline for charting?

a) Chart a procedure before it is done.
b) Follow the facility policy.
c) Notes should be legible.
d) Sign name and title to notes.

83. All of the following are important when caring for a resident in isolation **EXCEPT**

a) disinfecting the room after isolation is discontinued.

b) using gloves to eliminate the need to wash hands.

c) using the double bag technique when removing linen from the room.

d) washing hands before and after contact with the resident.

84. The dying resident may go through this process in hours or days. Nursing measures to comfort the resident will include

a) calling the family.
b) giving good oral hygiene.
c) leaving the resident alone.
d) speaking in a whisper.

85. When a resident signals with the call light, you should

a) attend to the light immediately.
b) encourage the resident's roommate to answer the light.
c) place the call light out of reach of the resident.
d) wait for the nurse who is assigned to the resident.

86. Before beginning to brush dentures, the nurse assistant should

a) ask the resident if they want you to brush their dentures.

b) place a clean wash cloth on the bottom of the sink.

c) take dentures to the clean utility room to brush.

d) turn the hot water on full force.

87. After adjusting the resident's bed, you should remember to

a) leave the bed cranks extending outward.
b) pad the bed crank handles.
c) replace the bed cranks under the bed.
d) tell the resident to leave the bed cranks alone.

88. In caring for Mrs. Longneck who is experiencing confusion, you should

a) give her long detailed directions.
b) give her no choice.
c) give her simple directions.
d) plan all of her activities.

89. Falls can be prevented by

a) keeping the floor cluttered.
b) leaving the bed in the high position.
c) placing care items close to the resident.
d) using extension cords.

90. Faye Parks is a 75 year old resident in isolation. While giving A.M. care, you notice she appears depressed and sad. To comfort her you would

a) check back to visit at regular intervals.

b) tell her she has nothing to be sad and depressed about.

c) tell her she will have more visitors when she gets out of isolation.

d) tell her staff and visitors don't want to visit because she has a contagious disease.

91. In the diagram above, the resident is lying in which of the following positions?

a) Fowler's
b) Lateral
c) Prone
d) Sims

92. All of the following are correct procedures for removing soiled linen from a bed **EXCEPT**

a) check linen for dentures, jewelry, or other items.
b) do not shake linen.
c) place soiled linen on floor or bedside table.
d) soiled linen should not touch your uniforms.

93. Mrs. Potts is on bed rest because of a fractured right hip. Perineal care is necessary to prevent

a) dehydration.
b) diarrhea.
c) incontinence.
d) irritation and infection.

94. You are ambulating Mr. Ohlenkamp who is using a cane. He begins to fall. You should

a) ease him to the floor.
b) tell him to grab your gait belt.
c) tell him to lean on the cane.
d) yell for help.

95. Mrs. Jones cannot exercise on her own. she should be provided with

a) additional rest periods in bed.
b) a stimulating activity program.
c) extra time in a Geri chair.
d) passive range of motion exercises.

96. When you give Mrs. Jones passive range of motion exercises, you should

a) exercise arms only.
b) exercise joints past the point of pain.
c) exercise swollen joints.
d) support limbs at the joints.

97. Mrs. Berry, a stroke victim, is unable to stand in the shower. You should

a) give her a shower while she sits in her wheelchair.
b) have her sit on the shower floor.
c) not give her a shower.
d) put her in a shower chair for safety.

98. When you empty a urinary drainage bag you should **NOT**

a) keep the bag lower than the resident.
b) let the drainage tube touch the floor.
c) measure the urinary output.
d) note the color of the urine.

99. When recording a resident's weight, you note there has been a 10 pound weight loss since last week. You should **FIRST**

a) notify the physician.
b) offer more food to the resident.
c) report the weight change to the family.
d) reweigh the resident for accuracy.

100. If a family expresses concern about a resident's condition or care, you should

a) encourage them to meet with the administrator during business hours and offer to take them to the head nurse.

b) listen carefully to their concerns.

c) tell the family the facility is short staffed and care is inadequate.

d) tell them that discussing the resident's condition is not your job.

CERTIFIED NURSE ASSISTANT

CERTIFICATION EXAMINATION

TEST BOOKLET

FORM B

DO NOT OPEN THIS TEST BOOKLET UNTIL YOU ARE TOLD TO DO SO.

DO NOT MARK IN THIS BOOKLET.

DEVELOPED BY
QUALITY TRAINING
SPECIALISTS, INC.

NURSE ASSISTANT CERTIFICATION EXAMINATION

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GENERAL INSTRUCTIONS FOR COMPLETING INFORMATION SECTION OF THE NCS ANSWER SHEET

TO BE READ BY TEST ADMINISTRATOR.

OPEN YOUR TEST BOOKLET TO PAGE i AND FOLLOW ALONG.

1. Use #2 pencil. DO NOT USE INK OR A BALL POINT PEN.
2. In the space provided, print last name, first name and middle initial. Skip a space between names and middle initial.
3. Blacken the circle for each letter of the name and middle initial.
4. Blacken the circles on the first row for skipped spaces.
5. Blacken the circle to identify sex.
6. Blacken the circle to indicate grade completed. Individuals having a GED should darken the grade 12 circle.
7. Blacken the circle indicating the month of your birthdate.
8. Write in the day and the last two digits of the year of your birthdate. If the date is a single digit, precede it with an "0". Blacken the appropriate circles.
9. Use your social security number as identification number in blanks A-L and darken the appropriate circles.
10. Skip a space and write in the Test Form Number found on the front of your test booklet in blanks K-P. (Example: 391001)
11. When marking on the answer sheet make heavy black marks that fill the circle completely.

TURN TO THE NEXT PAGE ON GENERAL INSTRUCTIONS FOR TEST TAKING.

WHEN YOU HAVE READ THE INSTRUCTIONS LOOK UP SO THAT I WILL KNOW THAT YOU ARE READY TO GO ON. IF YOU HAVE ANY QUESTIONS, PLEASE ASK THEM WHEN EVERYONE HAS READ THE INSTRUCTIONS. NO QUESTIONS WILL BE ANSWERED AFTER YOU HAVE BEGUN TAKING THE EXAMINATION.

GENERAL INSTRUCTIONS FOR TAKING THE CERTIFICATION EXAMINATION

YOU HAVE TWO HOURS TO COMPLETE THIS EXAMINATION

Try to answer all of the questions. Do not go too fast but do not spend too much time on any one question. You should have enough time to check your answers.

Record the answers on a separate answer sheet. DO NOT MARK IN THIS TEST BOOKLET.

EXAMPLE:

1. The power source for a circulating mattress is

   a) air.; b) electricity.; c) gas.; d) water.

A	B	C	D	E
(1)	(2)	(3)	(4)	(5)

The answer is "b", so the circle below the "b" is blackened.

A	B	C	D	E
(1)	●	(3)	(4)	(5)

IMPORTANT!!

1. Use a #2 pencil.
2. Do **NOT** use a ballpoint pen.
3. Find the row of circles which is the same number as the question you are answering.
4. Find the circle which corresponds to the answer you have selected and blacken that circle.
5. Make heavy black marks that fill the circle completely.
6. Blacken only one response circle for each question.
7. Erase cleanly any answer you wish to change.
8. Make no stray marks on the answer sheet.
9. Fold the pages of the test booklet so only one page is visible. Put your answer sheet close to the question being answered.

DO NOT TURN TO THE NEXT PAGE UNTIL YOUR EXAMINER TELLS YOU.

1. Which precaution should you take to keep an elderly resident from choking?

   a) Allow the resident time to chew and swallow the food.

   b) Ask the resident how they like their food cut.

   c) Encourage the resident to eat cold foods before hot foods.

   d) Mix solid foods with liquid foods.

2. When washing hands the wrists should be

   a) above the elbows.
   b) higher than elbows.
   c) lower than elbows.
   d) same level as elbows.

3. When you compute a resident's oral intake you should record an amount that is

   a) accurate.
   b) approximate.
   c) by memory.
   d) reported by the resident.

4. If a glass holds 150 cc and a bowl holds 180 cc, what is the resident's total intake if they had 3 glasses of milk and only a half bowl of soup?

   a) 375 cc
   b) 450 cc
   c) 540 cc
   d) 600 cc

5. Mr. Jones has an order to "force fluids". This means you should

   a) give him large amounts of fluids every time you go to his room.

   b) insert an N-G tube and give 3 cans of Ensure.

   c) place fluids within his reach and offer small amounts frequently.

   d) reward the resident for drinking pitchers of water.

6. Defecation is the

   a) passing of loose, watery stools.
   b) passing of stools.
   c) process by which food is broken down.
   d) wave-like movements of the intestine.

7 Food is composed of nutrients which include all of the following **EXCEPT**

   a) acids.
   b) carbohydrates.
   c) protein.
   d) vitamins.

8. You are caring for a Mr. Lee who is on a restricted diabetic diet. The resident refuses to eat breakfast and lunch. You should

   a) call the family so they can bring in "home-cooked" food.
   b) get them food from the snack machine.
   c) let his tray sit in case he wants to eat it later.
   d) report the change in food intake to the charge nurse.

9. Occasionally, a resident's condition warrants receiving a commercially prepared liquid diet through a N-G tube. This tube goes from the nose into the

a) bowel.
b) liver.
c) small intestine.
d) stomach.

10. Prior to a meal, the nursing assistant should

a) announce over the intercom for all residents to come to the dining room.

b) assist the residents by selecting the menu for them.

c) make sure the residents have taken their medications.

d) toilet the residents and wash their hands.

11. When serving a meal, you check the temperature and find the food is cold. You should

a) ask the resident if he/she wants to keep the tray.
b) return the food to the kitchen and request a warm tray.
c) save the tray for the staff to eat later.
d) serve the meal anyway.

12. Mrs Jones, a blind resident, is being served her tray. The nurse assistant should

a) encourage her to feel for the items on her tray to promote independence.

b) have her eat beside another resident who can tell her where items are located.

c) identify where the food and utensils are located on the tray in a clockwise manner.

d) serve her last because she will have to be spoon fed.

13. To help Mrs. Wright chew and swallow more easily when one side of her body is paralyzed, place food

a) in the middle of the mouth.
b) in the side of the mouth that is not paralyzed.
c) in the side of the mouth that is paralyzed.
d) towards the back of the tongue.

14. Nutrition can be given by all of the following routes EXCEPT

a) intravenous.
b) intracapsule.
c) nasogastric or gastrostomy tube.
d) oral.

15. When giving a bed bath to a resident, you should

a) begin by washing the perineum first.

b) expose only the areas being washed.

c) pull the curtains for privacy only if the other resident is in the room.

d) start with whatever part of the body is dirtiest.

16. When giving a complete bed bath, the correct procedure for washing a resident's eyes is to wash the

a) eyes first, starting at inner corner and work outward.

b) eyes first, starting at outer corner and work inward.

c) eyes first, using the same area of the washcloth for both eyes.

d) face first and eyes last, using the same area of the washcloth for both.

17. To prevent the spread of disease, which of the following measures should you follow when shaving a resident with an electric razor?

a) Apply antiseptic if the skin is nicked.
b) Lather the beard with shaving cream.
c) Sanitize the razor head before and after use.
d) Shave upward over the cheek and chin.

18. You have been assigned to assist Mr. Ralph White with a tub bath. While in the tub, he says to you, "I feel faint." Your **FIRST** action would be to

a) drain the water out of the tub.
b) go report his comment to the Charge Nurse.
c) have him lean his head forward.
d) instruct him to lay back in the tub.

19. The **FIRST** step of any procedure is

a) assemble equipment.
b) cover resident with bath blanket.
c) provide privacy.
d) wash hands.

20. Mrs. Berry, a stroke victim is unable to stand in the shower. You should

a) give her a shower while she sits in her wheelchair.
b) have her sit on the shower floor.
c) not give her a shower.
d) put her in a shower chair for safety.

21. All of the following are correct procedures for removing soiled linen from a bed **EXCEPT**

a) check linen for dentures, jewelry, or other items.
b) do not shake linen.
c) place soiled linen on floor or bedside table.
d) soiled linen should not touch your uniform.

22. Oral hygiene for the helpless resident who has teeth includes

a) brushing gumline with a moistened toothbrush.

b) cleaning the tongue and inside surfaces of the mouth with a wet cloth wrapped around a tongue depressor.

c) cleaning the tongue and inside surface of the mouth with a wet cloth wrapped around your finger.

d) gargling with mouthwash and rinsing with clear water.

23. When caring for dentures the nurse assistant should

a) keep dentures in a dry denture cup when not in the mouth.
b) label denture cup with resident's name.
c) use hot water to clean before storing them.
d) wear rubber gloves.

24. Shaving should be performed in the

a) activities room.
b) hallway.
c) nurses station.
d) resident's bedroom or bathroom.

25. A bedridden resident should have a back rub and skin care to bony areas at the time of each position change. The purposes of giving the back rub and skin care is to

a) decrease circulation.
b) increase circulation.
c) maintain circulation.
d) suppress circulation.

26. During the back rub procedure, the lotion should be

a) cool and applied to the lower back.

b) removed from the cabinet and immediately applied to the buttocks.

c) used without a doctor's order.

d) warmed and applied to entire back.

27. Mrs. Potts is on bedrest because of a fractured right hip. Perineal care is necessary to prevent

a) dehydration.
b) diarrhea.
c) incontinence.
d) irritation and infection.

28. When giving a resident hair care, it is important for the nursing assistant to remember to

a) clean the comb and brush only when they are full of hair.
b) never use hair dryers in the tub room or near a sink.
c) use curlers interchangeably between residents.
d) wash assigned residents hair every two weeks.

29. Before beginning toenail care, the nurse assistant should

a) apply lotion to nails.
b) have resident exercise feet.
c) polish the nails.
d) soak feet in soapy water.

30. Mr. Pepper has weakness of one side of the body. The **BEST** way to show him how to dress is to have him put clothes on

a) any way possible.
b) either side first.
c) the weak side first.
d) the strong side first.

31. Mr. Malone has had a stroke leaving him paralyzed on the right side. You assist him in putting on a front-button shirt by helping him to place

a) both arms into the shirt at the same time.
b) the shirt under his back before inserting his arms.
c) the strong arm into the shirt first.
d) the weak arm into the shirt first.

32. When you care for an unconscious resident, you should

a) give care as quickly as possible.
b) give oral fluids after performing mouth care.
c) not talk while caring for the resident.
d) reposition and check for incontinence frequently.

33. A resident who has an indwelling catheter needs

a) a closed urinary drainage system which must not touch the floor.

b) forced fluids to drain the catheter system.

c) frequent turning in bed.

d) good hygiene weekly.

34. The body organ that stores urine is the

a) bladder.
b) kidney.
c) prostate.
d) urethra.

35. All of the following promote healthy bowel habits **EXCEPT**

a) diet.
b) exercise.
c) fluids.
d) medicine.

36. You are assisting a resident in the bathroom and you notice the color of urine is dark with a foul odor. You should

a) begin forcing fluid as the resident is dehydrated.
b) do nothing as this is normal in the elderly.
c) notify the doctor for a diuretic.
d) report this observation to the charge nurse.

37. In obtaining a sputum specimen, have the resident

a) rinse the mouth with water and then spit into the specimen cup.

b) save their sputum for 24 hours in an unclosed container.

c) take a deep breath and then spit into the container.

d) take three deep breaths and on the third exhalation cough deeply to bring up sputum.

38. A resident who has to get up and urinate during the night is said to have

a) a weak bladder.
b) dehydration.
c) night distress.
d) nocturia.

39. You go to toilet Mr. Jones, who is in a bladder retraining program, and discover him wet. You should

a) explain the program and encourage him to try and help by holding back longer.

b) explain the program, but toilet more often than 2 hours if he cannot stay dry.

c) realize the elderly just can't be trained.

d) scold him by telling him he is ruining the program.

40. In the diagram above, the resident is lying in which of the following positions?

a) Fowler's
b) Lateral
c) Prone
d) Sims

41. When assisting a helpless resident from the bed to a chair, and before moving the resident, **ALWAYS**

a) ask the resident if he/she is hungry.
b) lock the wheels of the chair.
c) scrub the floor around the chair.
d) wash the chair to eliminate germs.

42. When applying a gait belt you should

a) apply it around the resident's chest.
b) attach it to the commode so the resident does not fall.
c) have the resident hold onto it.
d) put it around the resident's waist.

43. You are ambulating Mr. Ohlenkamp who is using a cane. He begins to fall. You should

a) ease him to the floor.
b) tell him to grab your gait belt.
c) tell him to lean on the cane.
d) yell for help.

44. Which of the following statements **BEST** defines rotation?

a) A circular motion
b) Bend upward
c) Straighten
d) Turn counter clockwise

45. Mrs. Jones cannot exercise on her own. She should be provided with

a) additional rest periods in bed.
b) a stimulating activity program.
c) extra time in a Geri chair.
d) passive range of motion exercises.

46. When you give Mrs. Jones passive range of motion exercises, you should

a) exercise arms only.
b) exercise joints past the point of pain.
c) exercise swollen joints.
d) support limbs at the joints.

47. Listed below are types of equipment used for ambulation. Which item is **NOT** correct equipment?

a) Brace
b) Prostate
c) Prosthesis
d) Walker

48. All the following are important points related to good body mechanics **EXCEPT**

a) always attempt to lift a heavy resident alone.

b) hold a heavy object close to your body.

c) keep your back straight, bend at the hips and knees.

d) lift smoothly to avoid strain produced by jerky movements.

49. Mrs. Cellars has a cough this morning. When you check her temperature you see she has an oral temperature of 101 degrees. You should

a) not worry about the temperature.
b) report the temperature to the charge nurse.
c) use a different thermometer at noon.
d) wait and recheck her temperature at noon.

50. After completing vital signs on Mrs. Cellars, you also note that she has a systolic pressure of 190. This would be

a) average.
b) high.
c) low.
d) normal.

51. When applying an ice pack to a resident's injury, a safety measure would be to

a) check the ice pack every two hours.
b) check the ice pack every 20 minutes.
c) refill the ice pack every 2 hours.
d) use a plastic cover for the ice pack.

52. An early stage of a decubitus is

a) broken skin and bleeding.
b) change in skin temperature only.
c) no change in skin color.
d) redness and tenderness of area.

53. Mrs. Emery does not want to hold a thermometer in her mouth or rectum. Which method would you use to take Mrs. Emery's temperature?

a) Apical
b) Axillary
c) Popliteal
d) Touch

54. Which of the following in **NOT** a type of thermometer?

a) Electronic
b) Glass with long, narrow tip
c) Glass with rounded, stubby tip
d) Stethoscope

55. As you document your daily work, which of the following is **LEAST** important?

a) Be objective, chart only what happens.
b) Chart only what you did.
c) Dot every "i" and cross every "t".
d) The chart is a legal document.

56. The nursing assistant can help prevent legal and ethical problems by

a) being aware of residents' rights.

b) gossiping about residents outside the facility.

c) realizing the resident is the responsibility of the family.

d) reporting abuses to the doctor.

57. A responsibility of the nurse assistant in admitting a new resident is to

a) complete the care plan.
b) greet the resident warmly and introduce yourself.
c) notify the administrator of the facility.
d) notify the local newspaper.

58. Mr. Malone is unable to speak clearly or with meaning this evening. This may be due to

a) a change in seating at the dining table.
b) his son forgetting to pay his bill today.
c) the amount of medication he is receiving.
d) the coldness and dreariness of the day.

59. Mrs. Emery states she is "sad and lonesome today". The nurse assistant should

a) allow time to listen to her concerns.
b) assist her to the recreation room.
c) provide for privacy.
d) tell her about a new shopping mall in town.

60. The care plan of a newly admitted resident is developed by

a) an administrative meeting of resident and staff members.

b) family services and social security.

c) coordinating information gathered from family, resident, and health team members.

d) the medical director's office.

61. Which of the following statements shows how to organize your work when coming on duty?

a) Insist on doing all of your own work, so you can get done fast and have an extra break.

b) Make rounds on your assigned area, use your work sheet and communicate with charge nurse and co-workers as you work.

c) Since you worked yesterday you know all your residents' needs, therefore you don't have to take reports from anyone.

d) You were ten minutes late so the best thing to do is just get right to work.

62. Mr. Emery has just entered your long term care facility and appears to be very apprehensive. Which of the following would make him feel more at home?

a) A visit with the other residents.
b) Help him hang pictures of his family on the wall.
c) Locate the administrator's office with him.
d) Orient him to the dining room.

63. Which one of the following is a condition that does **NOT** require monitoring of a resident?

a) Confused resident.
b) Resident sedated with drugs.
c) Sexually active couple.
d) Unconscious resident.

64. All of the following are correct abbreviations with their definitions **EXCEPT**

a) NPO - nothing by mouth.
b) pc - per cart.
c) po - by mouth.
d) qid - four times a day.

65. Which is the correct way for the certified nurse assistant Linda Denton to sign her name?

a) L. Denton, C.N.A.
b) Linda Denton, C.N.A.
c) L. Denton, N.A.
d) Linda Denton, N.A.

66. The **BEST** method to gather data on each resident is by

a) listening to the other C.N.A.'s on break.

b) observing the resident's participation in activities of daily living.

c) talking with family members.

d) using all five senses to evaluate the resident's condition.

67. Which one of the following **BEST** defines listening?

a) An active, intentional effort to hear a message and understand the message.

b) The exchange of information and messages.

c) Getting a message across through the use of words.

d) Pretending to pay attention.

68. If an earthquake occurs, the **BEST** action of the nurse assistant should be

a) give the residents a candle to light as soon as the shaking stops.

b) have the residents take cover under a heavy object.

c) move all of the residents near the outer walls of the buildings.

d) move all of the residents outside.

69. You are walking Henry Toms in the hall when he says, "I feel weak". He begins to fall as you turn to take him back to his room. What is the **BEST** thing to do in this situation?

a) Drag him to his room on a sheet.
b) Gently lower him to the floor.
c) Immediately return him to his room.
d) Let him fall quickly.

70. All of the following are important when caring for a resident in isolation **EXCEPT**

a) gloves eliminate the need to wash hands.
b) linen removed from the room must be double bagged.
c) the room is disinfected after isolation is discontinued.
d) wash hands before and after contact with the resident.

71. Microorganisms are spread in all of the following ways **EXCEPT**

b) shaking and fluffing linens when changing the bed.

c) sharing resident's personal items, such as an electric razor.

a) placing linen on the floor before removing from the room.

d) washing hands before and after contact with the resident.

72. As nurse assistant, you should wash your hands

a) after contact with supplies in the linen closet.
b) before and after contact with a resident.
c) before contact with other nurse assistants.
d) only when first arriving on duty.

73. To insure a comfortable and easy shave, the Nurse Assistant should shave the resident's beard

a) downward over the cheeks and chin and upward over the neck area.

b) in the opposite direction that the hair grows.

c) upward on the cheek area and downward on the neck area.

d) with a sharp straight razor using lots of shaving cream.

74. The correct position for the resident who is receiving an enema is

a) lying on the abdomen.
b) lying on the right side.
c) lying on the left side.
d) squatting on the toilet.

75. Which of the following statements **BEST** defines Reality Orientation?

a) Techniques used in bowel and bladder retraining.
b) Techniques used to become aware of our world.
c) Techniques to determine one's feelings.
d) Techniques used to rid the body of wastes.

76. Restorative nursing does **NOT**

a) cure all physical and emotional problems of the elderly.

b) help prevent complications such as pressure sores, constipation and pneumonia.

c) help maintain the resident's level of functioning.

d) help restore some loss of function.

77. When you have been assigned to take a blood pressure you will need

a) cuff, extension cord, stethoscope.
b) monometer, cuff, stethoscope.
c) monometer, thermometer, otoscope.
d) stethoscope, sterile wipes, thermometer.

78. The bed ridden resident is most likely to develop pressure areas on the

a) belly and thighs.
b) head and neck.
c) coccyx and heels.
d) toes and fore arms.

79. Mr. Murray is a new resident who is receiving 4 liters of oxygen. Which of the following safety measures should you take?

a) Check the tubing for kinks and disconnections.

b) 4 liters of oxygen are not enough for concern.

c) Have the resident remove the oxygen at intervals.

d) The nursing home is a smoke-free facility so there is no need for concern.

80. The **BEST** personal quality of a nurse assistant is one who

a) keeps his/her fingernails short and clean.

b) takes a bath and washes his/her hair only when the Director of Nurses suggests it.

c) wears long hair and must have constant reminders to tie it up.

d) wears blue jeans to work and launders them once a week.

81. The term morals is defined as

a) invasion of privacy.
b) telling something false about someone.
c) your own personal values.
d) your work ethic.

82. Having observed a case of abuse or neglect, the nurse assistant should

a) call the doctor.
b) inform the family.
c) notify the charge nurse.
d) tell another nurse assistant.

83. Mr. Jones is very combative today. He tries to hit you when you offer to get him up in a chair. You should

a) leave and report the incident to the charge nurse.
b) tease him into a good mood.
c) tell him he has to get up right now.
d) tell him he is mean.

84. Postmortem care includes all of the following **EXCEPT**

a) bathing the body.
b) placing dentures in a labeled container.
c) putting up the side rails.
d) replacing soiled dressings.

85. Which of the following is **NOT** an effective communication skill?

a) Indicate that you are too busy to talk.
b) Pace yourself to the speed at which the resident talks.
c) Show an interest in what the resident is saying.
d) Try to find out why communication is not taking place.

86. A resident's restraints should be checked every

a) four hours.
b) ten minutes.
c) thirty minutes.
d) two hours.

87. The best way to move a resident to one side of the bed is to

a) climb on the bed and move the resident.

b) slide the resident on his/her abdomen.

c) stand on the side of the bed you are moving the resident toward.

d) tell the resident to move themselves over.

88. When positioning a resident confined to the bed you should maintain good body alignment by

a) changing their position every five hours.
b) elevating the foot and head of the bed.
c) placing the resident in the fetal position.
d) using supportive devices.

89. When assisting Mary Jones out of bed, you should assist her to a dangling position because she

a) may be partially asleep.
b) needs to get her balance to prevent dizziness.
c) needs to get into position to pivot.
d) needs to put on her slippers.

90. You are transferring Mr. Wakefield, a helpless resident, from the bed to a chair. After dangling him, you should

a) ambulate him to the chair.
b) have him dangle while you go for assistance.
c) lift him off the bed on to the chair.
d) use a pivot turn when transferring him.

91. You have been asked to ambulate Mr. Winer. You should encourage him to

a) go barefoot.
b) wear shoes or slippers with rubber soles.
c) wear shoes that are not tied.
d) wear socks only.

92. When talking with a resident, the nurse assistant should

a) give the resident time to give an answer.
b) give your own opinion about the subject.
c) just pretend to listen.
d) speak very loud because residents are hard of hearing.

93. You are working with an unconscious resident. Another nurse assistant enters the room to assist you. You should

a) discuss other residents on the unit.
b) discuss the poor facility staffing.
c) realize the resident may hear what you are saying.
d) talk about plans for the weekend.

94. Which of the following is **NOT** a basic guideline for charting?

a) Chart a procedure before it is done.
b) Follow the facility policy.
c) Notes should be legible.
d) Sign name and title to notes.

95. After adjusting the resident's bed, you should remember to

a) leave the bed cranks extending outward.
b) pad the bed crank handles.
c) replace the bed cranks under the bed.
d) tell the resident to leave the bed cranks alone.

96. In caring for Mrs. Longneck who is experiencing confusion, you should

a) give her long detailed directions.
b) give her no choice.
c) give her simple directions.
d) plan all of her activities.

97. Which of the following is **NOT** a stage of dying?

a) Acceptance
b) Anger
c) Denial
d) Relief

98. When recording a resident's weight, you note there has been a 20 pound weight loss since last week. You should **FIRST**

a) notify the physician.
b) offer more food to the resident.
c) report the weight change to the family.
d) reweigh the resident for accuracy.

99. Which body system is responsible for maintaining posture?

a) Cardiovascular
b) Digestive
c) Respiratory
d) Skeletal

100. If a family expresses concern about a resident's condition or care, you should

a) encourage them to meet with the administrator during business hours and offer to take them to the head nurse.

b) listen carefully to their concerns.

c) tell the family the facility is short staffed and care is inadequate.

d) tell them that discussing the resident's condition is not your job.

CERTIFIED NURSE ASSISTANT

CERTIFICATION EXAMINATION

TEST BOOKLET

FORM C

DO NOT OPEN THIS TEST BOOKLET UNTIL YOU ARE TOLD TO DO SO.

DO NOT MARK IN THIS BOOKLET.

DEVELOPED BY
QUALITY TRAINING
SPECIALISTS, INC.

NURSE ASSISTANT CERTIFICATION EXAMINATION

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GENERAL INSTRUCTIONS FOR COMPLETING INFORMATION SECTION OF THE NCS ANSWER SHEET

TO BE READ BY TEST ADMINISTRATOR.

OPEN YOUR TEST BOOKLET TO PAGE i AND FOLLOW ALONG.

1. Use #2 pencil. DO NOT USE INK OR A BALL POINT PEN.
2. In the space provided, print last name, first name and middle initial. Skip a space between names and middle initial.
3. Blacken the circle for each letter of the name and middle initial.
4. Blacken the circles on the first row for skipped spaces.
5. Blacken the circle to identify sex.
6. Blacken the circle to indicate grade completed. Individuals having a GED should darken the grade 12 circle.
7. Blacken the circle indicating the month of your birthdate.
8. Write in the day and the last two digits of the year of your birthdate. If the date is a single digit, precede it with an "0". Blacken the appropriate circles.
9. Use your social security number as identification number in blanks A-L and darken the appropriate circles.
10. Skip a space and write in the Test Form Number found on the front of your test booklet in blanks K-P. (Example: 391001)
11. When marking on the answer sheet make heavy black marks that fill the circle completely.

TURN TO THE NEXT PAGE ON GENERAL INSTRUCTIONS FOR TEST TAKING. WHEN YOU HAVE READ THE INSTRUCTIONS LOOK UP SO THAT I WILL KNOW THAT YOU ARE READY TO GO ON. IF YOU HAVE ANY QUESTIONS, PLEASE ASK THEM WHEN EVERYONE HAS READ THE INSTRUCTIONS. NO QUESTIONS WILL BE ANSWERED AFTER YOU HAVE BEGUN TAKING THE EXAMINATION.

GENERAL INSTRUCTIONS FOR TAKING THE CERTIFICATION EXAMINATION

YOU HAVE TWO HOURS TO COMPLETE THIS EXAMINATION

Try to answer all of the questions. Do not go too fast but do not spend too much time on any one question. You should have enough time to check your answers.

Record the answers on a separate answer sheet. DO NOT MARK IN THIS TEST BOOKLET.

EXAMPLE:

1. The power source for a circulating mattress is

   a) air.; b) electricity.; c) gas.; d) water.

A	B	C	D	E
(1)	(2)	(3)	(4)	(5)

The answer is "b", so the circle below the "b" is blackened.

A	B	C	D	E
(1)	●	(3)	(4)	(5)

IMPORTANT!!

1. Use a #2 pencil.
2. Do NOT use a ballpoint pen.
3. Find the row of circles which is the same number as the question you are answering.
4. Find the circle which corresponds to the answer you have selected and blacken that circle.
5. Make heavy black marks that fill the circle completely.
6. Blacken only one response circle for each question.
7. Erase cleanly any answer you wish to change.
8. Make no stray marks on the answer sheet.
9. Fold the pages of the test booklet so only one page is visible. Put your answer sheet close to the question being answered.

DO NOT TURN TO THE NEXT PAGE UNTIL YOUR EXAMINER TELLS YOU.

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1. When washing hands the wrists should be

   a) above the elbows.
   b) higher than the elbows.
   c) lower than the elbows.
   d) same level as the elbows.

2. When should you wash your hands?

   a) After helping a resident with bathing.
   b) After helping a resident with elimination.
   c) Before and after performing any task for a resident.
   d) Before caring for a resident in isolation.

3. Which precaution should you take to keep an elderly resident from choking?

   a) Allow the resident time to chew and swallow the food.

   b) Ask the resident how they like their food cut.

   c) Encourage the resident to eat cold foods before hot foods.

   d) Mix solid foods with liquid foods.

4. Checking and recording liquid intake is a

   a) dietary responsibility.
   b) nursing responsibility.
   c) resident responsibility.
   d) Social Service responsibility.

5. If a glass holds 150 cc and a bowl holds 180 cc what is the resident's total intake if they had 3 glasses of milk and only a half bowl of soup?

a) 375 cc.
b) 450 cc.
c) 540 cc.
d) 600 cc.

6. Mr. Jones has an order to "force fluids". This means you should

a) give him large amounts of fluids every time you go to his room.

b) insert an N-G tube and give 3 cans of Ensure.

c) place fluids within his reach and offer small amounts frequently.

d) reward the resident for drinking pitchers of water.

7. Defecation is the

a) passing of loose, watery stools.
b) passing of stools.
c) process by which food is broken down.
d) wave-like movements of the intestine.

8. Residents are served a well balanced diet composed of the four food groups. They are

a) acids, water, vitamins, minerals.
b) meat, milk, bread, fruits and vegetables.
c) milk, sugar, meat, cheese.
d) water, protein, fats, fruits.

9. Residents sometimes require a special diet which is ordered by the physician. A resident who has been vomiting and is nauseated may be switched to a _____ diet until recovery.

a) liquid
b) non-fat
c) non-cholesterol
d) soft

10. To make a resident feel at home, you should

a) call them "honey" or "sweetie".

b) get involved in their personal lives.

c) help personalize their room.

d) phone relatives and give update reports.

11. You are assigned to Mrs. Carr, a diabetic, who likes to make frequent trips to the snack machine. She also eats other residents' desserts. This behavior should be discouraged because she

a) cannot digest the desserts.
b) is on a controlled diet for sugar.
c) is spending too much money on snacks.
d) is stealing from others who need their desserts.

12. Which of the following is the **BEST** statement about checking meal trays before serving the meal to the resident?

a) The diabetic menu cards should be arranged to be served first.

b) The menu cards are decorative and add pleasure to the resident's mealtime.

c) The menu cards are important because the nurses use them for medication identification.

d) The resident's name and diet should be on the card and correctly matched to the resident.

13. Mrs Jones, a blind resident, is being served her tray. The nurse assistant should

a) encourage her to feel for the items on her tray to promote independence.

b) have her eat beside another resident who can tell her where items are located.

c) identify where the food and utensils are located on the tray in a clockwise manner.

d) serve her last because she will have to be spoon fed.

14. To help Mrs. Wright chew and swallow more easily when one side of her body is paralyzed, place food

a) in the middle of the mouth.
b) in the side of the mouth that is not paralyzed.
c) in the side of the mouth that is paralyzed.
d) towards the back of the tongue.

15. When feeding a resident who needs assistance, the nurse assistant should do all of the following EXCEPT

a) arrange food so resident can reach it.
b) hurry the resident to eat.
c) offer to cut up the food and butter the bread.
d) serve small bites, identifying the food.

16. As you are giving a complete bath to Mr. Henegar, you notice his left big toenail is black. Which one of the following would be the BEST action in this situation?

a) Ask the resident why their toenail is black.
b) Report the black toenail to the Charge Nurse.
c) Say nothing and complete the bath.
d) Tell another nurse assistant.

17. You are assigned to give a resident a complete bath. The correct procedure for washing the resident's arms is to

a) give fingernail care before washing the arm.
b) place the arm in a basin of water.
c) wash the arm farthest from you first.
d) wash the arm nearest you first.

18. When giving a complete bed bath, the correct procedure for washing a resident's eyes is to wash the

a) eyes first, starting at inner corner and work outward.

b) eyes first, starting at outer corner and work inward.

c) eyes first, using a different area of the washcloth for each eye.

d) face first and eyes last, using the same area of the washcloth for both.

19. To prevent the spread of infection, which of the following should you follow when shaving a resident with an electric razor?

a) Apply antiseptic if the skin is nicked.
b) Lather the beard with shaving cream.
c) Sanitize the razor head before and after use.
d) Shave upward over the cheek and chin.

20. You have been assigned to assist Mr. Ralph White with a tub bath. While in the tub, he says to you, "I feel faint." Your **FIRST** action would be to

a) drain the water out of the tub.
b) have him lean his head forward.
c) instruct him to lay back in the tub.
d) pull the emergency call light.

21. The **FIRST** step of any procedure is

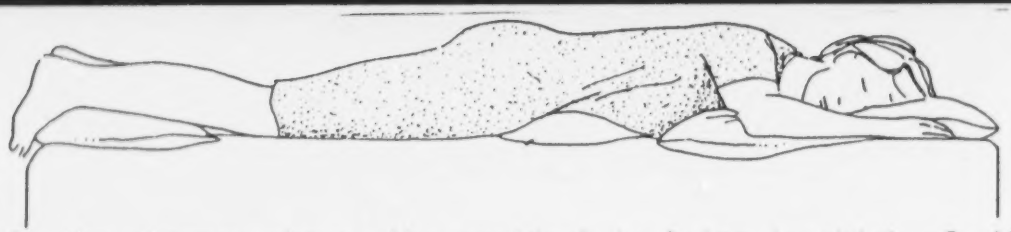
a) assemble equipment.
b) cover resident with bath blanket.
c) provide privacy.
d) wash hands.

22. During the bed bath, the peri area should be washed from

a) back to front.
b) buttocks to labia.
c) front to back.
d) side of thigh to side of thigh.

23. Bed linens should be changed

a) as often as needed.
b) every other day.
c) one time a week.
d) two times a week.



24. In the diagram above, the resident is lying in which of the following postions?

a) Fowler's
b) Lateral
c) Prone
d) Sims

25. Oral hygiene for the helpless resident who has **NO** teeth includes

a) gargling with mouthwash and rinsing with clear water.

b) cleaning the tongue and inside surface of the mouth with a wet cloth wrapped around your finger.

c) cleaning the tongue and inside surfaces of the mouth with a wet cloth wrapped around a tongue depressor.

d) brushing the gumline with a moistened toothbrush.

26. To insure a comfortable and easy shave, you should shave the resident's beard

a) in the opposite direction that the hair grows.

b) downward over the cheeks and chin and upward over the neck area.

c) upward on the cheek area and downward on the neck area.

d) with a sharp straight razor using lots of shaving cream.

27. All of the following observations of the resident's skin should be charted and reported to the Charge Nurse EXCEPT

a) bruises and swelling.
b) cuts, abrasions, burns.
c) sores, lumps, growths.
d) wrinkles and suntan.

28. Peri care for the male resident who has not been circumcised includes

a) pulling foreskin over tip of penis, cleansing tip of foreskin and retracting foreskin.

b) retracting foreskin, cleansing tip of penis and returning foreskin over tip of penis.

c) using sterile gloves to prevent contamination.

d) washing the buttocks from back to front.

29. Observations to make when giving peri care include all of the following EXCEPT

a) any redness or irritation.
b) any unusual discharge or odor.
c) decreased hair growth.
d) open sores.

30. Hair should be brushed daily to prevent

a) dandruff.
b) hair loss.
c) matting.
d) split ends.

31. The toenails should be trimmed

a) in an oval shape.
b) in a pointed shape.
c) in a round shape.
d) straight across.

32. A resident's clothes should be

a) adaptable for their condition.
b) changed only on bath days.
c) one size fits all.
d) selected only by family members.

33. Mr. Malone has had a stoke leaving him paralyzed on the right side. You assist him in putting on a front-button shirt by helping him to place

a) both arms into the shirt at the same time.
b) the shirt under his back before inserting his arms.
c) the strong arm into shirt first.
d) the weak arm into shirt first.

34. All of the following are points to remember when performing personal care activities **EXCEPT**

a) close doors and pull curtains to provide privacy.

b) keep doors to shower room open to observe resident washing.

c) use only the resident's own personal care items.

d) wash your hands before and after a procedure.

35. A female nursing assistant who is giving catheter care to a male resident should

a) do her work professionally and preserve the resident's dignity.

b) request another nurses assistant to be in attendance.

c) tell the resident he will be embarrassed but it's part of life.

d) try to finish as quickly as possible.

36. When giving a urinal, all of the following should be done EXCEPT

a) be sure the call light is available and privacy provided.

b) measure urine if on I and O.

c) place the urinal at an angle between the resident's legs.

d) set the urinal on the bedside stand next to the dinner tray.

37. After administering an enema it is important to

a) call the doctor and report accurate results.

b) note characteristics of the stool and cleanse the peri area.

c) report the results at the change of shift.

d) wash your hands, but not the resident's.

38. Incontinent residents need frequent perineal care to prevent

a) bladder retention.
b) liver infection.
c) skin breakdown.
d) urethral damage.

39. The purpose of a mid-stream clean catch urine specimen is to

a) confuse the resident with directions.
b) increase bladder tone.
c) obtain a specimen free of contamination.
d) promote infection control.

40. When a resident is in a bladder retraining program it is important to

a) not use the program for anyone who has a foley catheter in place.

b) take the resident to the bathroom at specific times day and night.

c) toilet the resident at the nurses aide's convenience.

d) toilet the resident only when they request.

41. When moving a bedfast resident up in bed by yourself you should face the head of the bed and

a) bend at the middle of your back.
b) leave the head of the bed elevated.
c) tell the resident to assist.
d) use good posture and body mechanics.

42. After adjusting the resident's bed you should remember to

a) leave the bed cranks extending outward.
b) pad the bed crank handles.
c) replace the bed cranks under the bed.
d) tell the resident to leave the bed cranks alone.

43. Mrs. Radke is a total care, non weight bearing resident, who requires complete assistance when being transferred from bed to chair. All the following safety measures should be observed when making the transfer **EXCEPT**

a) determine beforehand how many people will be needed for the transfer.

b) give the resident thorough explanations of how she can assist and what you are going to do.

c) lock the bed wheels and chair wheels.

d) since you are working short staffed today it is acceptable to make the transfer by yourself.

44. You have just assisted Ms. Ohlenkamp from a lying position in bed to sitting on the side of the bed. Your next **BEST** action is to

a) allow her time for her circulation to adjust before you get her up and stay with her.

b) leave her alone while you go down the hall to get clean sheets for the bed.

c) tell her you got her up this far and she must do the rest by herself and then leave.

d) tell her you are in a hurry and need to get her to the dining room.

45. When you transfer a resident to a wheelchair, the **MOST** important safety factor is to

a) align the four wheels.
b) ask the resident for help.
c) pad the seat of the wheelchair.
d) set the brakes.

46. When using a gait belt to ambulate Mr. Radke, you should walk

a) ahead of him.
b) behind him.
c) on his strongest side.
d) on his weakest side.

47. Which of the following statements **BEST** defines abduction?

a) Away from the center of the body.
b) Bend downward.
c) Bend forward.
d) Move toward the center.

48. Which of the following statements **BEST** defines pronation?

a) Bend downward.
b) Bend to the left.
c) Bend to the right.
d) Bend upward.

49. All of the following are reasons to give range of motion exercises **EXCEPT** to

a) maintain muscle strength.
b) prevent contractures.
c) prevent stiffness and deformities.
d) show the resident that you have control.

50. Restorative nursing does not

a) cure all physical and emotional problems of the elderly.

b) help prevent complications such as pressure sores, constipation and pneumonia.

c) help maintain the resident's level of functioning.

d) help restore some loss of function.

51. Which of the following statements **BEST** defines A.D.L.?

a) Activities developed in long term care.
b) Activities of daily living.
c) Always develop life.
d) Attitudes developed lovingly.

52. Mr. Emory needs his pulse checked after walking. His **NORMAL** pulse range would be

a) 40 to 70 beats per minute.
b) 60 to 100 beats per minute.
c) 100 to 110 beats per minute.
d) over 120 beats per minute.

53. Mr. Emory has hypertension. You obtain a blood pressure reading of 140 over 64. His diastolic pressure

a) is normal.
b) should be ignored.
c) is too high.
d) is too low.

54. It is important that the paralyzed resident is turned every two hours since decubitus ulcers may result from

a) continuous pressure on the skin.
b) excess chemicals in the blood stream.
c) lack of oxygen to area.
d) moisture from sweating.

55. When you suspect an early decubitus, you should

a) not be too concerned the first time.
b) note the location, condition of skin and report.
c) turn the resident to the opposite side and leave.
d) watch the area during your shift.

56. Mr. Henegar is receiving oxygen and needs to have his temperature taken. The method you should select is

a) by mouth.
b) rectal or axillary route.
c) touching his forehead.
d) under his knee.

57. As you review your nursing care plan, you read that Mr. Tolen has hypertension. This means that his

a) blood pressure is high.
b) blood pressure is low.
c) blood sugar is high.
d) blood sugar is low.

58. The term morals is defined as

a) invasion of privacy.
b) telling something false about someone.
c) your own personal values.
d) your work ethic.

59. When reporting a case of abuse or neglect give all of the following information EXCEPT

a) name and address of the resident and facility.

b) name of the person who did harm to the resident and your name as the reporter.

c) nature and extent of the victim's condition and kind of abuse or neglect.

d) the resident's pay source, i.e.: private pay, medicare, or medicaid.

60. A responsibility of the nurse assistant in preparing for the new resident would be

a) complete the plan of care.
b) greet the resident warmly and introduce yourself.
c) notify the Administrator of the facility.
d) notify the local news paper.

61. In caring for Mrs. Longneck who is experiencing confusion, you should

a) give her long detailed directions.
b) give her no choice.
c) give her simple directions.
d) plan all of her activities.

62. Mrs. Batcher's sister died yesterday. To assist her through this difficult time, you could

a) allow her time to talk about death and vent her feelings.

b) call the family and ask them to visit her.

c) post the death notice in the dining area so the other residents may comfort her.

d) reason with her that we will all die someday.

63. The nursing assistant should review each resident's care plan because

a) consistency is important in reaching resident goals.
b) individualized care is important to licensed personnel.
c) it is a job requirement.
d) the state inspectors require a staff review.

64. Which of the following statements shows how to organize your work when you come on duty?

a) Insist on doing all of your own work so you can get done fast and have an extra coffee break.

b) Make rounds on your assigned areas, use your work sheet and communicate with charge nurse and co-workers as you work.

c) since you worked yesterday you know all your resident's needs, therefore you don't have to take reports from anyone.

d) You were ten minutes late so the best thing to do is just get right to work.

65. Mr. Jones is very combative today. He tries to hit you when you offer to get him up in a chair. You should

a) leave and report the incident to the charge nurse.
b) tease him into a good mood.
c) tell him he has to get up right now.
d) tell him he is mean.

66. Resident's restraints should be released every

a) four hours.
b) shift.
c) thirty minutes.
d) two hours.

67. Falls can be prevented by

a) keeping the floor cluttered.
b) leaving the bed in the high position.
c) placing care items close to the resident.
d) using extension cords.

68. Which of the following are basic guidelines for charting on a resident's chart?

a) Chart a procedure before it has been done.
b) Do not read notes made by other personnel.
c) Notes must be precise and exact.
d) Skip every other line.

69. The **CORRECT** definition of ad lib is

a) ambulation.
b) as desired.
c) before.
d) before meals.

70. Mr. Smith is a resident who is usually cheerful, oriented and able to dress himself. When you go to his room, you discover he has slurred speech and cannot use his right arm. You should

a) encourage him to use the left arm to dress himself.

b) have him lie down and ring the call light for the charge nurse.

c) joke with him and tell him to get dressed.

d) talk slowly so he can understand you.

71. Which of the following statements is **NOT** an effective communication skill?

a) Indicate that you are too busy to talk.
b) Pace yourself to the speed at which the resident talks.
c) Show an interest in what the resident is saying.
d) Try to find out why communication is not taking place.

72. The **FIRST** action of a Nurse Assistant who discovers a fire in the resident's room is to

a) evacuate resident to the nearest safe area.
b) go get the fire extinguisher.
c) notify the Fire Department immediately.
d) shut all doors and windows.

73. The spread of disease in a long term care facility can be **DECREASED** by

a) frequent handwashing.
b) limiting visitors.
c) sterilizing personal care items.
d) using antibiotics.

74. Postmortem care includes all of the following **EXCEPT**

a) bathing the body.
b) placing dentures in a labeled container.
c) putting up the side rails.
d) replacing soiled dressings.

75. When giving a bed bath to a resident you will

a) begin by washing the perineum first.
b) expose only the areas being washed.
c) pull the curtains for privacy.
d) start with whatever part of the body is dirtiest.

76. You are assigned to give a resident a complete bath. The **CORRECT** procedure for washing the resident's arms is to

a) give fingernail care before washing the arm.
b) place the arm in a basin of water.
c) wash arm farthest from you first.
d) wash arm nearest you first.

77. Mrs. Berry, a stroke victim, is unable to stand in the shower. You should

a) give her a shower while she sits on her wheelchair.
b) have her sit on the shower floor.
c) not give her a shower.
d) put her in a shower chair for safety.

78. The bedridden resident must be repositioned and bony areas massaged gently a minimum of every

a) one hour.
b) four hours.
c) 30 minutes.
d) two hours.

79. When changing a catheter drainage bag it is important to do all of the following **EXCEPT**

a) allow the open end to touch anything unsterile.

b) crimp or clamp the catheter tubing so urine does not flow.

c) if applying tape, allow enough slack so there is no pull on the catheter.

d) swab the end of the reusable bag with alcohol and place it in a sterile gauze packet.

80. The body organ that stores urine is the

a) bladder.
b) kidney.
c) prostate.
d) urethra.

81. Mrs. Cellars has a cough this morning. When you check her temperature you see she has an oral temperature of 101 degrees. You should

a) not worry about the temperature.
b) report the temperature to the charge nurse.
c) use a different thermometer at noon.
d) wait and recheck her temperature at noon.

82. After completing vital signs on Mrs. Cellars, you also note she has a systolic pressure of 190. This would be

a) average.
b) high.
c) low.
d) normal.

83. Mr. Wakefield had a stroke which affected his right side including his right arm. It would be **BEST** to take his blood pressure in the

a) left arm.
b) left leg.
c) right arm.
d) right leg.

84. Those residents **MOST** likely to get decubitus ulcers are

a) alzheimers residents in early stage of the disease.
b) any resident in a long term care facility.
c) elderly, incontinent, and paralyzed residents.
d) restless residents that turn a lot in bed.

85. To keep a resident comfortable who is receiving oxygen, the nurse assistant should

a) change position frequently.
b) check for irritation from the mask or cannula.
c) check flow meter every hour.
d) do nothing because the resident is conscious.

86. Vital signs are defined as

a) blood pressure and pulse only.
b) temperature, pulse, respiration, and blood pressure.
c) temperature, weight, height, and age.
d) weight, height size of clothing, and age.

87. The nurse assistant is considered a professional who has all of the following qualities **EXCEPT**

a) dresses appropriately for the job.
b) knows the importance of staying in good health.
c) reports to work a few minutes late consistently.
d) takes pride in his or her personal appearance.

88. Which of the following statements **BEST** describes the term abuse?

a) Accidentally running over a resident's toes with another wheelchair.

b) Failing to get a sick resident to eat all of their food at mealtime.

c) Shaming a resident who spits out their food.

d) Thinking about stealing a resident's goods.

89. When the Nurse Assistant utilizes the plan of care he/she should

a) check activity calendar daily and plan care accordingly.

b) complete care early in the day.

c) let the Nursing Supervisor make all decisions.

d) share assignment with activity director.

90. Mrs. Emory states she is "sad and lonesome today". The nurse assistant should

a) allow time to listen to her concerns.
b) assist her to the recreation room.
c) provide for privacy.
d) tell her about a new shopping mall in town.

91. Mr. Emory has just entered your long term care facility and appears to be very apprehensive. Which of the following measures would make him feel more at home?

a) A visit with the other residents.
b) Help him hang pictures of his family on the wall.
c) Locate the administrator's office with him.
d) Orient him to the dining room.

92. You are charting on a resident's chart and make an error. Which one of the following examples is the procedure for correcting the error?

a) Draw one line through the error, write the word "error", and place your initials by it.

b) Erase the error and write in the correct information.

c) Mark several lines through the error and sign your first and last name.

d) Scratch out the error and keep charting.

93. Which is the **CORRECT** way for the certified nurse assistant Linda Denton to sign her name?

a) L. Denton, C.N.A.
b) Linda Denton, C.N.A.
c) L. Denton, N.A.
d) Linda Denton, N.A.

94. Faye Parks is a 75 year old resident in isolation. While giving A.M. care, you notice she appears depressed and sad. To comfort her you should

a) check back to visit at regular intervals.

b) tell her she has nothing to be sad and depressed about.

c) tell her she will have more visitors when she gets out of isolation.

d) tell her staff and visitors don't want to visit because she has a contagious disease.

95. Which of the following statements **BEST** describes the purpose for oral hygiene?

a) Complete personal care assignment.
b) Improve the appearance of a resident.
c) Prevent infections of the mouth.
d) Provide interactions with the residents.

96. You are working with an unconscious resident. Another nurse assistant enters the room to assist you. You should

a) discuss other residents on the unit.
b) discuss the poor facility staffing.
c) realize the resident may hear what you are saying.
d) talk about plans for the weekend.

97. Mrs. Potts is on bed rest because of a fractured right hip. Perineal care is necessary to prevent

a) dehydration.
b) diarrhea.
c) incontinence.
d) irritation and infection.

98. When you give Mrs. Jones passive range of motion exercises, you should

a) exercise arms only.
b) exercise joints past the point of pain.
c) exercise swollen joints.
d) support limb at the joints.

99. Which of the following is **NOT** a stage of dying?

a) Acceptance
b) Anger
c) Denial
d) Relief

100. Which body system is responsible for maintaining posture?

a) Cardiovascular
b) Digestive
c) Respiratory
d) Skeletal

CERTIFIED NURSE ASSISTANT

CERTIFICATION EXAMINATION

TEST BOOKLET

FORM D

DO NOT OPEN THIS TEST BOOKLET UNTIL YOU ARE TOLD TO DO SO.

DO NOT MARK IN THIS BOOKLET.

DEVELOPED BY QUALITY TRAINING SPECIALISTS, INC.

NURSE ASSISTANT CERTIFICATION EXAMINATION

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GENERAL INSTRUCTIONS FOR COMPLETING INFORMATION SECTION OF THE NCS ANSWER SHEET

TO BE READ BY TEST ADMINISTRATOR.

OPEN YOUR TEST BOOKLET TO PAGE i AND FOLLOW ALONG.

1. Use #2 pencil. DO NOT USE INK OR A BALL POINT PEN.
2. In the space provided, print last name, first name and middle initial. Skip a space between names and middle initial.
3. Blacken the circle for each letter of the name and middle initial.
4. Blacken the circles on the first row for skipped spaces.
5. Blacken the circle to identify sex.
6. Blacken the circle to indicate grade completed. Individuals having a GED should darken the grade 12 circle.
7. Blacken the circle indicating the month of your birthdate.
8. Write in the day and the last two digits of the year of your birthdate. If the date is a single digit, precede it with an "0". Blacken the appropriate circles.
9. Use your social security number as identification number in blanks A-L and darken the appropriate circles.
10. Skip a space and write in the Test Form Number found on the front of your test booklet in blanks K-P. (Example: 391001)
11. When marking on the answer sheet make heavy black marks that fill the circle completely.

TURN TO THE NEXT PAGE ON GENERAL INSTRUCTIONS FOR TEST TAKING.

WHEN YOU HAVE READ THE INSTRUCTIONS LOOK UP SO THAT I WILL KNOW THAT YOU ARE READY TO GO ON. IF YOU HAVE ANY QUESTIONS, PLEASE ASK THEM WHEN EVERYONE HAS READ THE INSTRUCTIONS. NO QUESTIONS WILL BE ANSWERED AFTER YOU HAVE BEGUN TAKING THE EXAMINATION.

GENERAL INSTRUCTIONS FOR TAKING THE CERTIFICATION EXAMINATION

YOU HAVE TWO HOURS TO COMPLETE THIS EXAMINATION

Try to answer all of the questions. Do not go too fast but do not spend too much time on any one question. You should have enough time to check your answers.

Record the answers on a separate answer sheet. DO NOT MARK IN THIS TEST BOOKLET.

EXAMPLE:

1. The power source for a circulating mattress is

   a) air.; b) electricity.; c) gas.; d) water.

A	B	C	D	E
(1)	(2)	(3)	(4)	(5)

The answer is "b", so the circle below the "b" is blackened.

A	B	C	D	E
(1)	●	(3)	(4)	(5)

IMPORTANT!!

1. Use a #2 pencil.
2. Do NOT use a ballpoint pen.
3. Find the row of circles which is the same number as the question you are answering.
4. Find the circle which corresponds to the answer you have selected and blacken that circle.
5. Make heavy black marks that fill the circle completely.
6. Blacken only one response circle for each question.
7. Erase cleanly any answer you wish to change.
8. Make no stray marks on the answer sheet.
9. Fold the pages of the test booklet so only one page is visible. Put your answer sheet close to the question being answered.

DO NOT TURN TO THE NEXT PAGE UNTIL YOUR EXAMINER TELLS YOU.

1. Which of the following would **NOT** be measured as oral intake?

   a) Broth
   b) Ice cream
   c) Jello
   d) Oatmeal

2. When you compute a resident's oral intake, you should record an amount that is

   a) accurate.
   b) approximate.
   c) by memory.
   d) reported by the resident.

3. As a nurse assistant, you should wash your hands

   a) after contact with supplies in the linen closet.
   b) before and after contact with a resident.
   c) before contact with other nurse assistants.
   d) only when first arriving on duty.

4. Which precaution should you take to keep an elderly resident from choking?

   a) allow the resident time to chew and swallow the food.

   b) ask the resident how they like their food cut.

   c) encourage the resident to eat cold foods before hot foods.

   d) mix solid foods with liquid foods.

5. If a glass holds 150 cc and a bowl holds 180 cc, what is the resident's total intake if they had 3 glasses of milk and only a half bowl of soup?

a) 375 cc
b) 450 cc
c) 540 cc
d) 600 cc

6. Mr. Jones has an order to "force fluids". This means you should

a) give him large amounts of fluids every time you go to his room.

b) insert a N-G tube and give 3 cans of Ensure.

c) place fluids within his reach and offer small amounts frequently.

d) reward the resident for drinking pitchers of water.

7. Defecation is the

a) passing of loose, watery stools.
b) passing of stools.
c) process by which food is broken down.
d) wave-like movements of the intestines.

8. Residents are served a well balanced diet composed of the four food groups. They are

a) acids, water, vitamins, minerals.
b) meat, milk, bread, fruits and vegetables.
c) milk, sugar, meat, cheese.
d) water, protein, fats, fruits.

9. You are caring for a Mr. Lee who is on a restricted diabetic diet. The resident refuses to eat breakfast and lunch. You should

a) call the family so they can bring in "home-cooked" food.
b) get him food from the snack machine.
c) let his tray sit in case he wants to eat it later.
d) report the change in food intake to the charge nurse.

10. Mr. Wilson is not able to give himself drinks of water. As his nursing assistant you should

a) be sure to give fluids only at meal time.
b) offer frequent drinks of water.
c) only give him sips of water when he asks.
d) realize the elderly do not need large amounts of water.

11. Prior to a meal, the nurse assistant should

a) announce over the intercom for all residents to come to the dining room.

b) assist the residents by selecting the menu for them.

c) make sure the residents have taken their medications.

d) toilet the residents and wash their hands.

12. Which of the following is the **BEST** statement about checking meal trays before serving the meal to the resident?

a) The diabetic menu cards should be arranged to be served first.

b) Menu cards are decorative and add pleasure to the resident's mealtime.

c) The menu cards are important because the nurses use them for medication identification.

d) The resident's name and diet on the card should be correctly matched to the resident.

13. Mrs Jones, a blind resident, is being served her tray. The nurse assistant should

a) encourage her to feel for the items on her tray to promote independence.

b) have her eat beside another resident who can tell her where items are located.

c) identify where the food and utensils are located on the tray in a clockwise manner.

d) serve her last because she will have to be spoon fed.

14. Meals served to a resident in strict isolation should be served

a) according to the facility's infection control policy.
b) family style to reduce contamination.
c) last to protect others.
d) on china dishes.

15. Nutrition can be given by all the following routes EXCEPT

a) intravenous.
b) intra capsule.
c) nasogastric or gastrostomy tube.
d) oral.

16. The doctor has ordered a vest restraint for Mr. McCoy while he is in bed. When you return Mr. McCoy to bed, you secure the vest restraint ties to the

a) bed frame.
b) call light cord.
c) headboard.
d) side rails.

17. Which of the following is essential when giving a complete bath?

a) Give a backrub using cool lotion.
b) Provide privacy by closing the door.
c) Send other staff for bathing supplies.
d) Wash peri area first.

18. To prevent the spread of infection, which of the following should you follow when shaving a resident with an electric razor?

a) Apply antiseptic if the skin is nicked.
b) Lather the beard with shaving cream.
c) Sanitize the razor head before and after use.
d) Shave upward over the cheek and chin.

19. You have been assigned to assist Mr. Ralph White with a tub bath. While in the tub he says to you, "I feel faint." Your **FIRST** action would be to

a) drain the water out of the tub.
b) have him lean his head forward.
c) instruct him to lay back in the tub.
d) pull the emergency call light.

20. The **FIRST** step of any procedure is

a) assemble equipment.
b) cover resident with bath blanket.
c) provide privacy.
d) wash hands.

21. A bath should be given to the resident

a) as often as needed.
b) bi-monthly.
c) one time a week.
d) two times a week.

22. When making an occupied bed, you must consider the resident's safety by

a) keeping the resident turned facing you.
b) lowering both side rails.
c) making sure the side rail away from you is up.
d) placing the bedside table at the side of the bed.

23. Oral hygiene for the helpless resident who has **NO** teeth includes

a) brushing the gumline with a moistened toothbrush.

b) cleaning the tongue and inside surfaces of the mouth with a wet cloth wrapped around a tongue depressor.

c) cleaning the tongue and inside surface of the mouth with a wet cloth wrapped around your finger.

d) gargling with mouthwash and rinsing with clear water.

24. Before beginning to brush dentures the nurse assistant should

a) ask the resident if they want you to brush their dentures.

b) place a clean wash cloth on the bottom of the sink.

c) take dentures to the clean utility room to brush.

d) turn the hot water on full force.

25. A bedridden resident should have a back rub and skin care to bony areas at the time of each position change. The purpose of giving the back rub and skin care is to

a) decrease circulation.
b) increase circulation.
c) maintain circulation.
d) suppress circulation.

26. Mrs. McCann is a bedfast resident. She has had a bowel movement and you clean the perineum by washing from

a) back to front.
b) front to back.
c) only the anus.
d) side to side.

27. Josephine is a ninety-four (94) year old resident. Her family will not give her money to have her hair cut or a permanent. She says to you, the nurse assistant, "My hair has never looked as bad as it does now, during my lifetime." Your **BEST** response to Josephine would be,

a) "I'll arrange your hair in an attractive braid if you want me to do so."

b) "No one around here will notice your hair."

c) "Your hair looks okay to me."

d) "Why don't you insist your guardian give you money for a permanent?"

28. The purpose of nail care is to prevent

a) cuts/scratches from long nails.
b) skin breakdown.
c) softening of nail beds.
d) tenderness and callouses.

29. Mr. Pepper has weakness of the left side of the body. The **BEST** way to show him how to dress is to have him put clothes on

a) any way possible.
b) either side first.
c) the weak side first.
d) the strong side first.

30. In the diagram above, the resident is lying in which of the following positions?

a) Fowler's
b) Lateral
c) Prone
d) Sims

31. When changing a catheter drainage bag it is important to do all of the following **EXCEPT**

a) allow the open end to touch anything unsterile.

b) crimp or clamp the catheter tubing so urine does not flow.

c) if applying tape, allow enough slack so there is no pull on the catheter.

d) swab the end of the reusable bag with alcohol and place it in a sterile gauze packet.

32. Which of the following is **NOT** a condition of poor bowel function?

a) Constipation
b) Diarrhea
c) Gastritis
d) Impaction

33. Administering an enema includes all the following EXCEPT

a) if the resident complains of cramping decrease the flow by lowering the bag.

b) the resident should empty his bladder before the procedure starts.

c) the resident should lay in bed on the left side and flex the upper leg at the knee.

d) the water should be 180° and approximately 2000 cc.

34. Mrs. Jennaire has been on I&O for several months. When you empty urine from her bedpan you should

a) empty urine in the toilet.
b) estimate the amount of urine in the bedpan.
c) pour the urine into a graduated measuring container.
d) read the amount of urine from markings on the bedpan.

35. When toileting a resident, you notice the stool left in the toilet is streaked with fresh blood and is liquid. You know that

a) normal stool is usually formed and brown in color.

b) normal stool is usually liquid and brown.

c) this stool is normal if the resident had to strain to have a bowel movement.

d) this stool is normal if the resident is taking a laxative.

36. In establishing a bowel retraining program, it is important to

a) record the resident's usual pattern of bowel movement including time of day and frequency during the week.

b) try to offer the bed pan only at scheduled times.

c) encourage the resident to hurry when using the bedside commode.

d) give up trying if the resident cannot successfully complete the program.

37. Mrs. Radke is a total care, non weight bearing resident, who requires complete assistance when being transferred from bed to chair. All the following safety measures should be observed when making transfer EXCEPT

a) determine beforehand how many people will be needed for the transfer.

b) give the resident thorough explanations of how she can assist and what you are going to do.

c) lock the bed wheels and chair wheels.

d) since you are working short staffed today it is acceptable to make the transfer by yourself.

38. All of the following are the nurse assistant's responsibilities in ambulating a resident EXCEPT to

a) ambulate the resident in an uncluttered area.
b) continue ambulating even if the resident complains.
c) use good body mechanics.
d) watch out for slippery floors or shoes.

39. Ms. Toebben has been transferred from her wheelchair to her sturdy dining room chair. All of the following should be checked for proper body alignment **EXCEPT**

a) head should be erect.

b) hips and buttocks should be against the back of the chair.

c) if needed, the arms should be supported with pillows.

d) the feet should be left dangling so that no one runs over them with another chair.

40. When assisting a helpless resident from the bed to a chair, position the wheelchair or geriatric chair or commode on the resident's strong side because

a) it's done this way but has no good reason.
b) the resident might be able to help.
c) the resident requested it.
d) this is the way the family wants it done.

41. Mr. Luster has completed his morning exercises. His respirations are normal if they are

a) deep, noisy, and 16 respirations per minute.
b) deep, slow and 10 respirations per minute.
c) shallow, quiet, and 24 respirations per minute.
d) quiet, regular, and 18 respirations per minute.

42. Mr. Toebben, a new resident in your facility, is asking you to walk him to the dining room. Since you do not know if he is able to ambulate, you should

a) ask his roommate.
b) check with the charge nurse.
c) take him for a walk.
d) tell him to wait until tomorrow.

43. Which of the following statements **BEST** defines extension?

a) Draw toward the body
b) Move counter clockwise
c) Rotate a joint
d) Straighten

44. Which of the following statements **BEST** defines adduction?

a) Away from the center of the body
b) Move in a circular motion
c) Toward the center of the body
d) Turn counter clockwise

45. All of the following are reasons to give range of motion exercises **EXCEPT** to

a) maintain muscle strength.
b) prevent contractures.
c) prevent stiffness and deformities.
d) show the resident that you have control.

46. Mrs. Raymond, an 83 year old woman is ambulatory when she enters your facility. You want to keep her ambulatory for all of the following reasons **EXCEPT**

a) allows the resident to be more active.
b) it allows her to maintain much greater independence.
c) it is the policy of your facility.
d) provides her a sense of accomplishment.

47. All the following are important points in body mechanics you will want to remember **EXCEPT**

a) always lift. Never push, pull, slide, and roll heavy objects.

b) always look for any obstacles or hazards before moving a resident.

c) use both hands rather than one to pick up a heavy object.

d) when you lift a heavy object off the floor, squat rather then bend as this will reduce back strain.

48. Which of the following statements **BEST** defines diagnosis?

a) Ability to move.
b) A stage of death and dying.
c) Finding out what disease a person has.
d) Returning a resident to health.

49. The **MOST** common site to obtain a pulse is

a) at the wrist - radial.
b) on the chest - apical.
c) over the forehead - temporal.
d) under the knee - popliteal.

50. When you have been assigned to take blood pressure you will need

a) cuff, extension cord and stethoscope.
b) monometer, cuff and stethoscope.
c) otoscope, monometer and thermometer.
d) stethoscope, sterile wipes and thermometer.

51. The bedridden resident is most likely to develop pressure areas on the

a) belly and thighs.
b) head and neck.
c) heels and coccyx.
d) toes and forearms.

52. Mr. Murray is a new resident who is receiving 4 liters of oxygen. Which of the following safety measures should you take?

a) Check the tubing for kinks and disconnections.

b) 4 liters of oxygen are not enough for concern.

c) Have the resident remove the oxygen at intervals.

d) The nursing home is a smoke-free facility so there is no need for concern.

53. The **BEST** personal quality of a nurse assistant is one who

a) keeps his/her fingernails short and clean.

b) takes a bath and washes his/her hair only when the director of nurses suggests it.

c) wears long hair and must have constant reminders to tie it up.

d) wears blue jeans to work and launders them once a week.

54. Having observed a case of abuse or neglect, the nurse assistant should

a) call the doctor.
b) inform the family.
c) notify the charge nurse.
d) tell another nurse assistant.

55. Which of the following statements is **NOT** an example of neglect?

a) Deliberately not telling the charge nurse of a change of condition of Resident C because he struck out at you earlier in the day.

b) Failure to use good infection control procedures when you knew Resident D had a disease that could spread to others.

c) Knowing Resident A is in need of being spoon fed, but because it takes so long to feed him, you consistently find a way not to do it.

d) One time, forgetting to turn Resident B, who is on a turn schedule every 1 1/2 hours.

56. A responsibility of the nurse assistant in preparing for the new resident would be

a) complete the plan of care.
b) greet the resident warmly and introduce yourself.
c) notify the Administrator of the facility.
d) notify the local news paper.

57. When the Nurse Assistant utilizes the care plan of an assigned residents he/she should

a) check activity calendar and plan accordingly.
b) complete care early in the day.
c) let the Nursing Supervisor make all decisions.
d) share assignment with activity director.

58. Mrs. Four has requested her minister come to visit. The family made plans with the minister to visit at 1:00 pm today. The nurse assistant should

a) be quiet.
b) continue with other assigned duties.
c) provide privacy during spiritual moments.
d) take a break during the visit.

59. Which of the following statements shows how to organize your work when coming on duty?

a) Insist on doing all of your own work so you can get done fast and have an extra coffee break.

b) Make rounds on your assigned areas, use your work sheet and communicate with charge nurse and co-workers as you work.

c) Since you worked yesterday you know all your residents' needs, therefore you don't have to take reports from anyone.

d) You were ten minutes late so the best thing to do is just get right to work.

60. A resident's restraints should be checked every

a) four hours.
b) ten minutes.
c) thirty minutes.
d) two hours.

61. Which of the following are **DEVICES** used for resident safety?

a) Bed side rails
b) Loose fitting clothes
c) Soft soled shoes
d) Wheel chair

62. Whenever a resident uses the call light you should

a) answer immediately and attend to the resident's request.

b) put the call light out of the resident's reach so he won't use it so much.

c) tell the resident it's not your hall but you will send help.

d) tell the resident you will be back in a minute.

63. All of the following are basic rules for charting EXCEPT

a) charting is done with a broad felt-tipped pen.

b) indicating number of times an event occurs during a shift, day, week.

c) making follow-up notations of results of actions relative to the care plan.

d) using direct quotes when describing an emotional state.

64. While bathing a resident, you notice the little toe on the left foot is blackened and has pus draining from the nail bed. You should

a) call the resident's family with the description of the foot.

b) cover the toe and tell another nursing assistant.

c) document the findings in the nurses notes for the physician to read on rounds.

d) turn on the call light and request the charge nurse to observe the foot and drainage.

65. Mrs. Box does not care to get dressed and states, "Who looks at me anyway?" The nurse Assistant could best help her by

a) asking her family to bring more attractive clothes.

b) checking her closet for new and clean clothes.

c) complimenting Mrs. Box on how nice she looks in her favorite outfit.

d) sitting her next to a gentleman in the dining room.

66. You are assigned to Vernon Whitt, a 65 year old resident who has cerebral palsy. Vernon's speech is jerky and often pronunciation of words isn't clear. When you are working with Vernon you should

a) allow him time to complete a sentence without interrupting.

b) assist him in saying the words.

c) say, "Yes, yes" as he is trying to complete a sentence.

d) tell him you will be back later when he is not so nervous.

67. You are walking down the hall when you glance into Linda Hathway's room. You see Linda lying on the floor, a broken glass beside her, and bleeding profusely from the right wrist. What would be the correct **FIRST** action for you, the Nursing Assistant, in this situation?

a) Apply firm pressure over the wound and elevate the arm above head level.

b) Assist the resident to get back in bed, then call for help.

c) Go for the charge nurse immediately and return with him/her.

d) Use a tourniquet to stop the bleeding and call the doctor.

68. Faye Parks is a 75 year old resident with a diagnosis of tuberculosis. When you enter her room to give A.M. care, you notice she appears depressed and sad. As a Nursing Assistant, you would attempt to relieve her depression and sadness by telling her

a) she has nothing to be sad and depressed about.

b) she will have more visitors when she gets out of isolation.

c) staff and visitors don't want to visit because she has a contagious disease.

d) you will be back to visit at regular intervals.

69. The dying resident may go through this process in hours or days. Nursing measures to comfort the resident will include

a) calling the family.
b) giving good oral hygiene.
c) leaving the resident alone.
d) speaking in a whisper.

70. Which of the following statements **BEST** describes the purpose for oral hygiene?

a) Complete personal care assignment.
b) Improve the appearance of a resident.
c) Prevent infections of the mouth.
d) Provide interactions with the residents.

71. If the resident does not appear to be eating any of his/her meal you should

a) encourage the resident to eat by offering assistance.

b) tell the resident someone else will eat their food.

c) obtain an adaptive device from dietary to feed the resident.

d) remove the tray promptly and offer it later.

72. Mrs. Murray becomes faint during a shower. Your **FIRST** action is to

a) call for help as you turn off the water.

b) cover the resident with a bath blanket and have her sit down.

c) have her sit down and go for help.

d) lower her head between her knees.

73. During the bed bath, the peri area should be washed from

a) back to front.
b) buttocks to labia.
c) front to back.
d) side of thigh to side of thigh.

74. When should you wash your hands?

a) After helping a resident with bathing.
b) After helping a resident with elimination.
c) Before and after performing any task for a resident.
d) Before caring for a resident in isolation.

75. When you care for an unconscious resident, you should

a) give care as quickly as possible.
b) not talk while caring for the resident.
c) give oral fluids after performing mouth care.
d) reposition and check for incontinence frequently.

76. A resident who has an indwelling catheter needs

a) a closed urinary drainage system which must not touch the floor.

b) forced fluids to drain the catheter system.

c) frequent turning in bed.

d) good hygiene weekly.

77. You are assisting a resident to the bathroom and you notice the color of urine is dark with a foul odor. You should

a) begin forcing fluid as the resident is dehydrated.
b) do nothing as this is normal in the elderly.
c) notify the doctor for a diuretic.
d) report this observation to the charge nurse.

78. When snacks are passed the nurse assistant should encourage the resident to take them because snacks

a) increase peristalsis of the bowel.
b) maintain a healthy heart.
c) prevent insomnia.
d) promote hydration and nutrition.

79. Mr. Emory needs his pulse checked after walking. NORMAL pulse range would be

a) 40 to 70 beats per minute.
b) 60 to 100 beats per minute.
c) 100 to 110 beats per minute.
d) Over 120 beats per minute.

80. Mr. Emory has hypertension with a blood pressure reading of 140 over 64. His diastolic pressure is

a) normal.
b) should be ignored.
c) too high.
d) too low.

81. It is important that the paralyzed resident is turned every two hours since decubitus ulcers may result from

a) continuous pressure on the skin.
b) excess chemicals in the blood stream.
c) moisture from sweating.
d) too much heat to the area.

82. To make a resident feel at home, you should

a) call them "honey" or "sweetie".
b) get involved in their personal lives.
c) help personalize their room.
d) phone relatives and give update reports.

83. You are working with an unconscious resident. Another nurse assistant enters the room to assist you. You should

a) discuss other residents on the unit.
b) discuss the poor facility staffing.
c) realize the resident may hear what your are saying.
d) talk about plans for the weekend.

84. When you empty a urinary drainage bag you should **NOT**

a) keep the bag lower than the resident.
b) let the drainage tube touch the floor.
c) measure the urinary output.
d) note the color of the urine.

85. If a family expresses concern about a resident's condition or care, you should

a) encourage them to meet with the administrator during business hours and offer to take them to the head nurse.

b) listen carefully to their concerns.

c) tell the family the facility is short staffed and care is inadequate.

d) tell them that discussing the resident's condition is not your job.

86. An early stage of decubitus is

a) broken skin and bleeding.
b) change in skin temperature only.
c) no change in skin color.
d) redness and tenderness of area.

87. This evening Mrs. Emory is on oxygen. The nurse aide can take a temperature by

a) mouth.
b) rectal or axillary route.
c) touching.
d) under the resident's knee.

88. Which of the following in **NOT** a type of thermometer?

a) Electronic
b) Glass with long narrow tip
c) Glass with rounded, stubby tip
d) Stethoscope

89. As you document your daily work, which of the following is **LEAST** important?

a) Be objective, chart only what happened.
b) Chart only what you did.
c) Dot every "i" and cross every "t".
d) The chart is a legal document.

90. Mr. Jones is very combative today. He tries to hit you when you offer to get him up in a chair. You should

a) leave and report the incident to the charge nurse.
b) tease him into a good mood.
c) tell him he has to get up right now.
d) tell him he is mean.

91. Mr. Malone is unable to speak clearly or with meaning this evening. This may be due to

a) a change in seating at the dining table.
b) his son forgetting to pay his bill today.
c) the amount of medication he is receiving.
d) the coldness and dreariness of the day.

92. Which of the following is **NOT** a stage of dying?

a) Acceptance
b) Anger
c) Denial
d) Relief

93. Your assigned resident's sister died yesterday. To assist her through this difficult time, you could

a) allow her time to talk about death and vent her feelings.

b) call the family and ask them to visit her.

c) post the death notice in the dining area so the other residents may comfort her.

d) reason with her that we will all die someday.

94. When assisting Mary Jones out of bed, you should assist her to a dangling position because she

a) may be partially asleep.
b) needs to get her balance to prevent dizziness.
c) needs to get into position to pivot.
d) needs to put on her slippers.

95. As a Nursing Assistant, you know the correct definition of ad lib is

a) ambulation.
b) as desired.
c) before.
d) before meals.

96. Mr. Jones who had been a resident in your facility for the past 5 years died last evening. Today you are assigned to the hall where he lived. You have more difficulty today organizing your assignment. Try to remember

a) he is gone and not suffering.

b) it's OK to feel sad when someone you care about dies.

c) this is what he wanted for the last year.

d) your morning assignments will now go faster on the hall.

97. Before beginning toenail care, the nurse assistant should

a) apply lotion to nails.
b) have resident exercise feet.
c) polish the nails.
d) soak nails in soapy water.

98. When obtaining urine specimen from a closed urinary drainage system **ALWAYS**

a) cleanse the port with sterile water.
b) make several punctures in the tubing with the needle.
c) obtain twice the amount of urine to prevent error.
d) unclamp the tubing before leaving the room.

99. When recording a resident's weight, you note there has been a 10 lb. weight loss since last week. You should **FIRST**

a) notify the physician.
b) offer more food at mealtime.
c) report the weight change to the family.
d) reweigh the resident for accuracy.

100. Which body system is responsible for maintaining posture?

a) Cardiovascular
b) Digestive
c) Respiratory
d) Skeletal